



UNIT COMMANDER FINANCIAL REPORT



**Operational Support Team
United States Army Financial
Management Command**





UCFR



- The most important document the unit receives.
- PACs must compare the UCFR to their manning roster and notify Finance of PACIDIN changes that must be performed.
- Commanders must review, annotate discrepancies, attach pay documents necessary to support changes, sign and have document returned to finance NLT the 10th of each month.
- Finance cannot make pay changes based on pen/ink corrections on the UCFR alone—supporting documents must be attached
- If you submit the same annotations/corrections every month and nothing ever changes—talk to someone higher.
- Your UCFR Legend may have different codes—disregard those



UCFR



ADSN: 6387

DATE: 090203

PAGE: 001

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and must be protected from unauthorized access or use.
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Unit Commander's Financial Report for the Month Ending: 28 February 2009. UIC: ####

GR	NAME	SSAN	STATUS	NET PAY	ALMTS	BAH	BAS	PAY OPT	LV BAL	BAL DUE US	INCEN PAY	ETS	VHA	OHA	COLA	C/M ART 15
E7	Last, first, mi	123456789	ON STATION	2,200.05EM	3,608.37	W/O	STND	CHEK	31.5	0.00		191130		0	W/O	
E4	Last, first, mi	123456789	AWOL	0.00EM	0.00	W/D	STND	CHEK	55.5	3,244.50		141130		1	WD3	
O6	Last, first, mi	123456789	ON STATION	6,129.40	1,030.29	QTR	OFF	SAVE	50.5	0.00					WD1	
E4	Last, first, mi	123456789	ON STATION	2,041.28	0.00	QTR	STND	CHEK	26.5	625.00		100131			B/C	
E8	Last, first, mi	123456789	ON STATION	4,869.90	2,473.96	W/D	STND	CHEK	78.0	2,357.72		150131	28348	0	W/O	
W2	Last, first, mi	123456789	ON STATION	3,911.06	4,150.54	W/D	OFF	CHEK	45.0	0.00				1	WD4	
O4	Last, first, mi	123456789	ON STATION	4,609.26	3,012.12	W/D	OFF	CHEK	39.5	1,650.35				1	WD1	
E9	Last, first, mi	123456789	ON STATION	5,734.63	610.00	W/D	STND	SAVE	72.5	0.00		131130		1	W/O	
E5	Last, first, mi	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		100726			B/C	
E3	Last, first, mi	123456789	ON STATION	2,105.35	0.00	QTR	STND	CHEK	20.0	485.44		120719			W/O	
E7	Last, first, mi	123456789	ON STATION	2,200.05EM	3,608.37	W/O	STND	CHEK	31.5	0.00		191130		0	W/D	
E8	Last, first, mi	123456789	ON STATION	4,869.90	2,473.96	W/D	STND	CHEK	78.0	2,357.72		150131	28348	0	W/D	
E5	Last, first, mi	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		090526			B/C	

LEGEND

GR - BASIC PAY GRADE
NAME - 1ST NINE OF NAME
SSAN - SOCIAL SECURITY ACCOUNT NUMBER
NET PAY - MONTHLY NET PAY; EM = MBR PAID END OF MONTH ONLY
ALMTS - TOTAL OF MONTHLY ALLOTMENTS
BAQ - W/D = WITH DEP; W/O = WITHOUT DEP; REB = PARTIAL REBATE;
QTR = FAMILY TYPE HOUSING; DIF = BAQ DIFFERENTIAL
BAS - SR = SEPARATE RATIONS; RNA = RATIONS-IN-KIND NOT AVAILABLE; EMG = RATIONS UNDER EMERGENCY CONDITIONS;
YES = OFFICER OR WARRANT OFFICER
COLA - COST OF LIVING ALLOWANCE. W/O = WITHOUT DEP; B/C BARRACK COLA; WD# = WITH DEP AND THE NUMBER OF DEP FOR WHICH COLA IS AUTHORIZED.
PAY-OPT - CHEK = CHECKING ACCOUNT; SAVE = SAVINGS ACCOUNT OF A FINANCIAL INSTITUTION; ADDR = LOCAL ADDRESS

LV BAL - LEAVE BALANCE AT END OF MONTH
C/M ART 15 - COLLECTION FOR COURTS MARTIAL OR ARTICLE 15
BAL DUE US - AMOUNT OWED OR INDEBTEDNESS AT END OF MONTH
INCEN PAY - YES = MBR RECEIVING INCENTIVE PAY
ETS - EXPIRATION OF TERM OF SERVICE. THIS WILL SHOW FOUR MONTHS PRIOR TO ETS.
STATUS - MBR DUTY STATUS, IF OTHER THAN DUTY.
FILD = FIELD DUTY; AWOL = ABSENT W/O LEAVE
SUSP = SUSPENDED STATUS; DEST = DESERTED
CONF = CONFINEMENT; BLANK = ON DUTY
OHA - OVERSEAS HOUSING ALLOWANCE. WD# = WITH DEP AND NUMBER SHARING RENT; W/O = WITHOUT DEP

* I certify that I have reviewed the accountability and duty status of the members on this UCFR and they are assigned or attached to my unit, unless annotated otherwise.
To the best of my knowledge this information is correct or has been corrected on this report.



UNIT COMMANDER FINANCIAL REPORT



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Unit Commander's Financial Report for the Month Ending: 28 February 2009. UIC: F1NGRTAA

SSAN	STATUS	NET PAY	ALMTS	BAH	BAS	PAY OPT	LV BAL	RAI MIE US	INCE PAY	ETS	VBA	ORA	COLA	COM ART 15
111111111	ON STATION	2,280.05	3,608.37	WFO	STND	CHEK	31.5	0.00		191130		0	WFO	
222222222	AWOL	0.00	0.00	WFO	STND	CHEK	95.5	3,244.50		141130		1	WFO	
333333333	ON STATION	1,836.71	5,008.29	WFO	STND	CHEK	67.5	908.56		121031	13602	1	WFO	
444444444	ON STATION	5,483.58	81.29	WFO	STND	CHEK	44.5	508.48		090228		1	WFO	
666666666	ON STATION	3,841.28	0.00	QTR	STND	CHEK	35.5	625.80		180131		0	BAC	
777777777	ON STATION	4,187.16	800.29	WFO	STND	CHEK	68.0	171.34		181284	76544	0	WFO	
888888888	ON STATION	0.00	588.29	QTR	STND	CHEK	29.0	0.00		090215			WFO	
999999999	ON STATION	2,856.07	5.00	QTR	STND	CHEK	-19.0	0.00		100407		1	WFO	

•The items highlighted in red are
discrepancies that may appear on the UCFR



UNIT COMMANDER FINANCIAL REPORT



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unit commander's financial report for the month ending: 28 February 2009. utc: ###

st	nl	SSAN	STATUS	NET PAY	ALMTS	BAH	SAS	PAY OPT	LV BAL	BAL DUE US	INCCN PAY	ETS	VHA	OHA	COLA	C/M ART 13
st	nl	123456789	ON STATION	2,200.05EM	3,608.37	W/O	STND	CHEK	31.5	0.00		101130		0	W/O	
st	nl	123456789	AWOL	0.00EM	0.00	W/D	STND	CHEK	31.5	3,244.50		141130		1	W/O	
st	nl	123456789	ON STATION	6,129.40	1,030.29	QTR	OFF	SAVE	30.5	0.00					W/O	
st	nl	123456789	ON STATION	2,041.28	0.00	QTR	STND	CHEK	26.5	625.00		100131			W/O	
st	nl	123456789	ON STATION	4,809.90	2,473.96	W/D	STND	CHEK	78.0	2,357.72		150131	2834B	0	W/O	
st	nl	123456789	ON STATION	3,911.06	4,150.54	W/D	OFF	CHEK	45.0	0.00				1	W/O	
st	nl	123456789	ON STATION	4,609.26	3,012.12	W/D	OFF	CHEK	39.5	1,650.35				1	W/O	
st	nl	123456789	ON STATION	5,734.63	610.00	W/D	STND	SAVE	72.5	0.00		131130		1	W/O	
st	nl	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		100726			W/O	
st	nl	123456789	ON STATION	2,105.35	0.00	QTR	STND	CHEK	20.0	485.44		120719			W/O	
st	nl	123456789	ON STATION	2,200.05EM	3,608.37	W/O	STND	CHEK	31.5	0.00		101130		0	W/O	
st	nl	123456789	ON STATION	4,809.90	2,473.96	W/D	STND	CHEK	78.0	2,357.72		150131	2834B	0	W/O	
st	nl	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		090526			W/O	

ade

- Shows the grade of the soldier as listed in our finance system as of the end-of-month cutoff for the current month
- Finance will only make grade changes with documentation showing the change has been accepted into the personnel system



UNIT COMMANDER FINANCIAL REPORT



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Unit commander's Financial report for the month ending: 28 February 2009. UIC: ####

NAME	SSAN	STATUS	NET PAY	ALMTS	BAH	BAS	PAY OPT	LV BAL	BAL DUE US	INCEM PAY	ETS	VHA	OHA	COLA	C/M ART 13
first, first	123456789	ON STATION	2,200.05EM	3,608.37	W/O	STND	CHEK	31.5	0.00		100130		0	W/O	
first, first	123456789	AMOL	0.00EM	0.00	W/O	STND	CHEK	31.5	3,244.50		141130		1	W/D	
first, first	123456789	ON STATION	0,129.40	1,030.29	QTR	OFF	SAVE	50.5	0.00					W/D	
first, first	123456789	ON STATION	2,041.28	0.00	QTR	STND	CHEK	26.5	625.00		100131			B/C	
first, first	123456789	ON STATION	4,809.90	2,473.96	W/O	STND	CHEK	78.0	2,357.72		150131	28348	0	W/O	
first, first	123456789	ON STATION	3,011.06	4,150.54	W/O	OFF	CHEK	45.0	0.00				1	W/D	
first, first	123456789	ON STATION	4,609.26	3,012.12	W/O	OFF	CHEK	39.5	1,050.35				1	W/D	
first, first	123456789	ON STATION	5,734.63	610.00	W/O	STND	SAVE	72.5	0.00		131130		1	W/O	
first, first	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		100726			B/C	
first, first	123456789	ON STATION	2,105.35	0.00	QTR	STND	CHEK	20.0	485.44		120719			W/O	
first, first	123456789	ON STATION	2,200.05EM	3,608.37	W/O	STND	CHEK	31.5	0.00		191130		0	W/O	
first, first	123456789	ON STATION	4,869.90	2,473.96	W/O	STND	CHEK	78.0	2,357.72		150131	28348	0	W/O	
first, first	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		090526			B/C	

ne

either the last or first name shown is incorrect, submit a DA Form 4187 signed by the field grade officer to finance so we can update the system.

riage or divorce?

LN

ws soldier's full social security number (safeguard this document!)

e SSN is incorrect, submit a DA Form 4187 to finance signed by the first field grade officer.



UNIT COMMANDER FINANCIAL REPORT



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Unit Commander's Financial Report for the Month ending: 28 February 2009. UIC: ****

NAME	SSAN	STATUS	NET PAY	ALMTS	BAH	BAS	PAY	LV BAL	BAL	INCCN	ETS	VHA	OHA	COLA	C/M ART 15
first, nt	123456789	ON STATION	2,200.05BN	3,608.37	W/D	STND	CHEK	31.5	0.00		191130		0	W/O	
first, nt	123456789	AWOL	0.00BN	0.00	W/D	STND	CHEK	31.5	3,244.50		141130		1	W/D	
first, nt	123456789	ON STATION	6,129.40	1,030.29	QTR	OFF	SAVE	50.5	0.00					W/D	
first, nt	123456789	ON STATION	2,041.28	0.00	QTR	STND	CHEK	26.5	625.00		100131			B/C	
first, nt	123456789	ON STATION	4,869.90	2,473.96	W/D	STND	CHEK	78.0	2,357.72		150131	28348	0	W/O	
first, nt	123456789	ON STATION	3,911.06	4,150.54	W/D	OFF	CHEK	45.0	0.00				1	W/D	
first, nt	123456789	ON STATION	4,609.26	3,012.12	W/D	OFF	CHEK	39.5	1,650.35				1	W/D	
first, nt	123456789	ON STATION	5,734.63	610.00	W/D	STND	SAVE	72.5	0.00		131130		1	W/O	
first, nt	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		100726			B/C	
first, nt	123456789	ON STATION	2,105.35	0.00	QTR	STND	CHEK	20.0	485.44		120710			W/O	
first, nt	123456789	ON STATION	2,200.05BN	3,608.37	W/O	STND	CHEK	31.5	0.00		191130		0	W/O	
first, nt	123456789	ON STATION	4,869.90	2,473.96	W/D	STND	CHEK	78.0	2,357.72		150131	28348	0	W/O	
first, nt	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		090526			B/C	

•Status-member duty status if other than duty

- FILD-Field
- AWOL-Absent With Out Leave
- SUSP-Suspended
- DEST-Deserted
- CONF-Confined

•If Soldier's status is incorrect submit change on DA 4187 signed by
Company CDR



UNIT COMMANDER FINANCIAL REPORT



Unit commander's Financial Report for the Month ending: 28 February 2009. UIC: ####

NAME	SSAN	STATUS	NET PAY	ALMTS	BAH	BAS	OPT	LY BAL	BAL DUE US	INCEM PAY	ETS	VHA	OHA	COLA	C/M ART 15
first, m1	123456789	ON STATION	2,200.05EM	3,608.37	M/D	STND	CHEK	31.5	0.00		101130		0	W/O	
first, m1	123456789	AMOL	0.00EM	0.00	M/D	STND	CHEK	15.5	3,244.50		141130		1	W/D	
first, m1	123456789	ON STATION	0,129.40	1,030.29	QTR	OFF	SAVE	10.5	0.00					W/D	
first, m1	123456789	ON STATION	2,041.28	0.00	QTR	STND	CHEK	26.5	625.00		100131			B/C	
first, m1	123456789	ON STATION	4,809.90	2,473.96	M/D	STND	CHEK	78.0	2,357.72		150131	28348	0	W/O	
first, m1	123456789	ON STATION	3,011.06	4,150.54	M/D	OFF	CHEK	45.0	0.00				1	W/D	
first, m1	123456789	ON STATION	4,609.26	3,012.12	M/D	OFF	CHEK	39.5	1,050.35				1	W/D	
first, m1	123456789	ON STATION	5,734.63	610.00	M/D	STND	SAVE	72.5	0.00		131130		1	W/O	
first, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		100726			B/C	
first, m1	123456789	ON STATION	2,105.35	0.00	QTR	STND	CHEK	20.0	485.44		120710			W/O	
first, m1	123456789	ON STATION	2,200.05EM	3,608.37	M/D	STND	CHEK	31.5	0.00		191130		0	W/O	
first, m1	123456789	ON STATION	4,869.90	2,473.96	M/D	STND	CHEK	78.0	2,357.72		150131	28348	0	W/D	
first, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		090326			B/C	

Pay

Shows amount after all deductions received by soldier for current month pay

Soldier's only receiving EOM pay will be annotated by an EM.

Review for No Pay Due, abnormal changes, or when amount of pay raises question

Allotments

Shows the total amount of all allotments disbursed for the current month



UNIT COMMANDER FINANCIAL REPORT



ARMY FINANCIAL MANAGEMENT SYSTEM (AFMIS) REPORT
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Unit commander's Financial Report for the Month ending: 28 February 2009. UIC: ####

NAME	SSAN	STATUS	NET PAY	ALMTS	BAH	BAS	OPT	LV BAL	BAL DUE US	INCEN PAY	ETS	VHA	OHA	COLA	C/M ART 15
first, m1	123456789	ON STATION	2,200.05EM	3,608.37	W/O	STND	CHEK	31.5	0.00		100130		0	W/O	
first, m1	123456789	AMOL	0.00EM	0.00	W/D	STND	CHEK	55.5	3,244.50		141130		1	W/D	
first, m1	123456789	ON STATION	6,129.40	1,030.29	QTR	OFF	SAVE	50.5	0.00					W/D	
first, m1	123456789	ON STATION	2,041.28	0.00	QTR	STND	CHEK	26.5	625.00		100131			B/C	
first, m1	123456789	ON STATION	4,809.90	2,473.96	W/D	STND	CHEK	78.0	2,357.72		150131	28348	0	W/O	
first, m1	123456789	ON STATION	3,911.06	4,150.54	W/D	OFF	CHEK	45.0	0.00				1	W/D	
first, m1	123456789	ON STATION	4,609.26	3,012.12	W/D	OFF	CHEK	39.5	1,050.35				1	W/D	
first, m1	123456789	ON STATION	5,734.63	610.00	W/D	STND	SAVE	72.5	0.00		131130		1	W/O	
first, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		100726			B/C	
first, m1	123456789	ON STATION	2,105.35	0.00	QTR	STND	CHEK	20.0	485.44		120719			W/O	
first, m1	123456789	ON STATION	2,200.05EM	3,608.37	W/O	STND	CHEK	31.5	0.00		100130		0	W/D	
first, m1	123456789	ON STATION	4,869.90	2,473.96	W/D	STND	CHEK	78.0	2,357.72		150131	28348	0	W/D	
first, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		090526			B/C	

BAH

- Shows the type of housing allowance the soldier is receiving, if any. Possible types are
 - “QTR”=Quarters, Barracks, BEQ, BOQ,
 - “W/O=Without Dependents, resides off post”,
 - “W/D=With Dependents, resides off post with dependents or unaccompanied tour”, or
 - “DIF=BAH-DIFF for child support”

***Critical block for unit to review based on Soldiers' living arrangements and family status, if blank contact Finance Office.



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	SSAN	STATUS	NET PAY	ALMTS	BAH	BAS	PAY	LV BAL	BAL	INCEM	ETS	VHA	CHA	COLA	C/M
							OPT		DUE US	PAY					ART 15
1st, m	123456789	ON STATION	2,200.05EM	3,608.37	W/O	STND	CHEK	31.5	0.00		190130		0	W/O	
1st, m	123456789	AWOL	0.00EM	0.00	W/D	STND	CHEK	31.5	3,244.50		141130		1	W/D	
1st, m	123456789	ON STATION	6,129.40	1,030.29	QTR	OFF	SAVE	50.5	0.00					W/D1	
1st, m	123456789	ON STATION	2,041.28	0.00	QTR	STND	CHEK	26.5	625.00		100131			B/C	
1st, m	123456789	ON STATION	4,809.90	2,473.96	W/D	STND	CHEK	78.0	2,357.72		150131	28348	0	W/O	
1st, m	123456789	ON STATION	3,911.06	4,150.54	W/D	OFF	CHEK	45.0	0.00				1	W/D4	
1st, m	123456789	ON STATION	4,609.26	3,012.12	W/D	OFF	CHEK	39.5	1,050.35				1	W/D1	
1st, m	123456789	ON STATION	5,734.63	610.00	W/D	STND	SAVE	72.5	0.00		131130		1	W/O	
1st, m	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		100726			B/C	
1st, m	123456789	ON STATION	2,105.35	0.00	QTR	STND	CHEK	20.0	485.44		120719			W/O	
1st, m	123456789	ON STATION	2,200.05EM	3,608.37	W/O	STND	CHEK	31.5	0.00		190130		0	W/D	
1st, m	123456789	ON STATION	4,869.90	2,473.96	W/D	STND	CHEK	78.0	2,357.72		150131	28348	0	W/D	
1st, m	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		090526			B/C	

AS-Shows the soldier is receiving a subsistence allowance.

•“STD”=Standard Rate enlisted

•“OFF”=Officer Rate

•Meal Deductions are not indicated on the UCFR



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NAME	SSAN	STATUS	NET PAY	ALMTS	BAH	BAS	PAY OPT	LV BAL	BAL DUE US	INCEN PAY	ETS	VHA	OHA	COLA	C/M ART 15
first, m1	123456789	ON STATION	2,200.05EM	3,608.37	M/O	STND	CHEK	31.5	0.00		100130		0	W/O	
first, m1	123456789	AMOL	0.00EM	0.00	M/O	STND	CHEK	31.5	3,244.50		141130		1	W/O	
first, m1	123456789	ON STATION	0,129.40	1,030.29	QTR	OFF	SAVE	50.5	0.00					W/O	
first, m1	123456789	ON STATION	2,041.28	0.00	QTR	STND	CHEK	26.5	625.00		100131			B/C	
first, m1	123456789	ON STATION	4,809.90	2,473.90	M/O	STND	CHEK	78.0	2,357.72		150131	28348	0	W/O	
first, m1	123456789	ON STATION	3,911.06	4,150.54	M/O	OFF	CHEK	45.0	0.00				1	W/O	
first, m1	123456789	ON STATION	4,609.26	3,012.12	M/O	OFF	CHEK	39.5	1,050.35				1	W/O	
first, m1	123456789	ON STATION	5,734.63	610.00	M/O	STND	SAVE	72.5	0.00		131130		1	W/O	
first, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		100726			B/C	
first, m1	123456789	ON STATION	2,105.35	0.00	QTR	STND	CHEK	20.0	485.44		120719			W/O	
first, m1	123456789	ON STATION	2,200.05EM	3,608.37	M/O	STND	CHEK	31.5	0.00		191130		0	W/O	
first, m1	123456789	ON STATION	4,869.90	2,473.90	M/O	STND	CHEK	78.0	2,357.72		150131	28348	0	W/O	
first, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		090526			B/C	

Y OPT

Shows the soldier has elected direct deposit. (required)

'CHEK' checking account.

'SAVE' savings account.

If blank, then the Soldier should submit an SF Form 1199A "Direct Deposit Sign-Up form" to designate a bank account for direct deposit.



UNIT COMMANDER FINANCIAL REPORT



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Unit Commander's Financial Report for the Month Ending: 28 February 2009. UIC: ****

AE	SSAN	STATUS	NET PAY	ALMTS	BAH	BAS	PAY OPT	LY BAL	UNEN PAY	ETS	VHA	OHA	COLA	C/M ART 15
First, m1	123456789	ON STATION	2,200.05EM	3,608.37	W/O	STND	CHEK	31.5		100130		0	W/O	
First, m1	123456789	AMOL	0.00EM	0.00	W/O	STND	CHEK	31.5	3,445.00	141130		1	W/O	
First, m1	123456789	ON STATION	6,129.40	1,030.29	QTR	OFF	SAVE	30.5	0.00				W/O	
First, m1	123456789	ON STATION	2,041.28	0.00	QTR	STND	CHEK	26.5	525.00	100131			B/C	
First, m1	123456789	ON STATION	4,809.90	2,473.96	W/O	STND	CHEK	78.0	2,857.72	150131	28348	0	W/O	
First, m1	123456789	ON STATION	3,011.06	4,150.54	W/O	OFF	CHEK	45.0				1	W/O	
First, m1	123456789	ON STATION	4,609.26	3,012.12	W/O	OFF	CHEK	39.5	1.00			1	W/O	
First, m1	123456789	ON STATION	5,734.63	610.00	W/O	STND	SAVE	72.5		131130		1	W/O	
First, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00	100726			B/C	
First, m1	123456789	ON STATION	2,105.35	0.00	QTR	STND	CHEK	20.0	485.44	120710			W/O	
First, m1	123456789	ON STATION	2,200.05EM	3,608.37	W/O	STND	CHEK	31.5	0.00	190130		0	W/O	
First, m1	123456789	ON STATION	4,860.90	2,473.96	W/O	STND	CHEK	78.0	2,317.72	150131	28348	0	W/O	
First, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00	090320			B/C	

ave

Shows the soldier's current leave balance as of the last day of the current month

Leaders can monitor their Soldiers' leave balances to avoid losing leave on / during FY crossover (75 days thru 2010)



UNIT COMMANDER FINANCIAL REPORT



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Unit commander's Financial report for the month ending: 28 February 2009. usc: ****

NAME	SSAN	STATUS	NET PAY	ALMTS	BAH	BAS	PAY	LV BAL	BAL	INCCN	ETS	VHA	OHA	COLA	C/M ART 15
first, m1	123456789	ON STATION	2,200.05EM	3,608.37	W/D	STND	CHEK	31.5	0.00	191130			0	W/O	
first, m1	123456789	AMOL	0.00EM	0.00	W/D	STND	CHEK	31.5	3,244.50	141130			1	W/D3	
first, m1	123456789	ON STATION	0,129.40	1,030.29	QTR	OFF	SAVE	30.5	0.00					W/D1	
first, m1	123456789	ON STATION	2,041.28	0.00	QTR	STND	CHEK	26.5	625.00	100131				B/C	
first, m1	123456789	ON STATION	4,809.90	2,473.96	W/D	STND	CHEK	78.0	2,357.72	150131	28348		0	W/O	
first, m1	123456789	ON STATION	3,011.06	4,150.54	W/D	OFF	CHEK	45.0	0.00				1	W/D4	
first, m1	123456789	ON STATION	4,609.26	3,012.12	W/D	OFF	CHEK	39.5	1,050.35				1	W/D1	
first, m1	123456789	ON STATION	5,734.63	610.00	W/D	STND	SAVE	72.5	0.00	131130			1	W/O	
first, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00	100726				B/C	
first, m1	123456789	ON STATION	2,105.35	0.00	QTR	STND	CHEK	20.0	485.44	120719				W/O	
first, m1	123456789	ON STATION	2,200.05EM	3,608.37	W/O	STND	CHEK	31.5	0.00	191130			0	W/D	
first, m1	123456789	ON STATION	4,869.90	2,473.96	W/D	STND	CHEK	78.0	2,357.72	150131	28348		0	W/D	
first, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00	090526				B/C	

DUE US

- Shows the total amount of money the Soldier is in debt to the US Government
- Usually includes advance pay and advance ASHA from PCS
- Consider debt amounts in Chapter cases



UNIT COMMANDER FINANCIAL REPORT



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unit commander's financial report for the month ending: 28 February 2009. uic: ####

ME	SSAN	STATUS	NET PAY	ALMTS	BAH	EAS	PAY OPT	LY BAL	BAL DUE US	INCEN PAY	ETS	VHA	OHA	COLA	C/M ART 15
First, m1	123456789	ON STATION	2,200.05EM	3,608.37	W/D	STND	CHEK	31.5	0.00		191130		0	W/O	
First, m1	123456789	AWOL	0.00EM	0.00	W/D	STND	CHEK	31.5	3,244.50		141130		1	W/D3	
First, m1	123456789	ON STATION	6,129.40	1,030.29	QTR	OFF	SAVE	10.5	0.00					W/D1	
First, m1	123456789	ON STATION	2,041.28	0.00	QTR	STND	CHEK	26.5	625.00		100131			B/C	
First, m1	123456789	ON STATION	4,809.90	2,473.96	W/D	STND	CHEK	78.0	2,357.72		150131	28348	0	W/O	
First, m1	123456789	ON STATION	3,011.06	4,150.54	W/D	OFF	CHEK	45.0	0.00				1	W/D4	
First, m1	123456789	ON STATION	4,609.26	3,012.12	W/D	OFF	CHEK	39.5	1,050.35				1	W/D1	
First, m1	123456789	ON STATION	5,734.63	610.00	W/D	STND	SAVE	72.5	0.00		131130		1	W/O	
First, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		100726			B/C	
First, m1	123456789	ON STATION	2,105.35	0.00	QTR	STND	CHEK	20.0	485.44		120719			W/O	
First, m1	123456789	ON STATION	2,200.05EM	3,608.37	W/D	STND	CHEK	31.5	0.00		191130		0	W/O	
First, m1	123456789	ON STATION	4,869.90	2,473.96	W/D	STND	CHEK	78.0	2,357.72		150131	28348	0	W/D	
First, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		090526			B/C	

INCEN PAY-shows Incentive/Special Duty Pays

If a Soldier is receiving this entitlement, a **YES** will be shown

Most common pay reflected here is HDP if deployed

Others include: Jump, Flight, and Demo



UNIT COMMANDER FINANCIAL REPORT



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Unit commander's Financial report for the month ending: 28 February 2009. USC: ****

NAME	SSAN	STATUS	NET PAY	ALMTS	BAH	BAS	PAY	LV BAL	BAL	INCN	ETS	VHA	OHA	COLA	C/M
first, m1	123456789	ON STATION	2,200.05EM	3,608.37	W/D	STND	CHEK	31.5	0.00		100130		0	W/O	
first, m1	123456789	AMOL	0.00EM	0.00	W/D	STND	CHEK	31.5	3,244.50		141130		1	W/D	
first, m1	123456789	ON STATION	6,129.40	1,030.29	QTR	OFF	SAVE	30.5	0.00					W/D	
first, m1	123456789	ON STATION	2,041.28	0.00	QTR	STND	CHEK	26.5	625.00		100131			B/C	
first, m1	123456789	ON STATION	4,869.90	2,473.96	W/D	STND	CHEK	78.0	2,357.72		150131	28348	0	W/O	
first, m1	123456789	ON STATION	3,011.06	4,150.54	W/D	OFF	CHEK	45.0	0.00					W/D	
first, m1	123456789	ON STATION	4,609.26	3,012.12	W/D	OFF	CHEK	39.5	1,050.35					W/D	
first, m1	123456789	ON STATION	5,734.63	610.00	W/D	STND	SAVE	72.5	0.00		131130			W/O	
first, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		100726			B/C	
first, m1	123456789	ON STATION	2,105.35	0.00	QTR	STND	CHEK	20.0	485.44		120719			W/O	
first, m1	123456789	ON STATION	2,200.05EM	3,608.37	W/D	STND	CHEK	31.5	0.00		191130		0	W/D	
first, m1	123456789	ON STATION	4,869.90	2,473.96	W/D	STND	CHEK	78.0	2,357.72		150131	28348	0	W/D	
first, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		090520			B/C	

ETS Shows the Soldier's Expired Term of Service (ETS) date

Retention Personnel should annotate ETS changes ICW/ reenlistments in the RETAIN System that should update the Finance system automatically

If the ETS date is incorrect, immediately submit a reenlistment or extension document. This document must be received and input by finance prior to the ETS date listed on the UCFR.



UNIT COMMANDER FINANCIAL REPORT



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Unit commander's Financial Report for the Month ending: 28 February 2009. uc: ****

NE	SSAN	STATUS	NET PAY	ALMTS	BAH	BAS	PAY	OPT	LV BAL	BAL	INCEM	ETS	VHA	OHA	COLA	C/M
First, m	123456789	ON STATION	2,200.05EM	3,608.37	W/O	STND	CHEK	31.5	0.00	100130		100130		0	W/O	ART 15
First, m	123456789	AMOL	0.00EM	0.00	W/O	STND	CHEK	33.5	3,244.50	141130		141130		1	W/D3	
First, m	123456789	ON STATION	6,129.40	1,030.29	QTR	OFF	SAVE	50.5	0.00					1	W/D1	
First, m	123456789	ON STATION	2,041.28	0.00	QTR	STND	CHEK	26.5	625.00	100131		100131		0	B/C	
First, m	123456789	ON STATION	4,809.90	2,473.96	W/O	STND	CHEK	78.0	2,357.72	150131		150131	28348	0	W/O	
First, m	123456789	ON STATION	3,011.06	4,150.54	W/O	OFF	CHEK	45.0	0.00					1	W/D4	
First, m	123456789	ON STATION	4,609.26	3,012.12	W/O	OFF	CHEK	39.5	1,050.35					1	W/D1	
First, m	123456789	ON STATION	5,734.63	610.00	W/O	STND	SAVE	72.5	0.00	131130		131130		1	W/O	
First, m	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00	100720		100720			B/C	
First, m	123456789	ON STATION	2,105.35	0.00	QTR	STND	CHEK	20.0	485.44	120710		120710			W/O	
First, m	123456789	ON STATION	2,200.05EM	3,608.37	W/O	STND	CHEK	31.5	0.00	191130		191130		0	W/O	
First, m	123456789	ON STATION	4,869.90	2,473.96	W/O	STND	CHEK	78.0	2,357.72	150131		150131	28348	0	W/D	
First, m	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00	090520		090520			B/C	

HA-Shows the CONUS zip code reflecting where unaccompanied dependents are located and paid for accompanied Tour, EROD, etc.

dependents must reside stateside. One cannot receive housing element for CONUS dependents and OCONUS dependents at the same time. (If zip code present, then OHA=0 and COLA=W/O)



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Unit commander's financial report for the month ending: 28 February 2009. UIC: ####

NAME	SSAN	STATUS	NET PAY	ALMTS	BAH	BAS	OPT	LY BAL	BAL DUE US	INCEM PAY	ETS	VHA	OHA	COLA	C/M ART 15
first, m1	123456780	ON STATION	2,200.05EM	3,608.37	M/D	STND	CHEK	31.5	0.00		100130		0	W/O	
first, m1	123456780	AMOL	0.00EM	0.00	M/D	STND	CHEK	31.5	3,244.50		141130		1	WD3	
first, m1	123456789	ON STATION	0,129.40	1,030.29	QTR	OFF	SAVE	30.5	0.00					WD1	
first, m1	123456780	ON STATION	2,041.28	0.00	QTR	STND	CHEK	26.5	625.00		100131			B/C	
first, m1	123456789	ON STATION	4,809.90	2,473.96	M/D	STND	CHEK	78.0	2,357.72		150131	28348	0	W/O	
first, m1	123456780	ON STATION	3,011.06	4,150.54	M/D	OFF	CHEK	45.0	0.00				1	WD4	
first, m1	123456789	ON STATION	4,609.26	3,012.12	M/D	OFF	CHEK	39.5	1,050.35				1	WD1	
first, m1	123456780	ON STATION	5,734.63	610.00	M/D	STND	SAVE	72.5	0.00		131130		1	W/O	
first, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		100726			B/C	
first, m1	123456780	ON STATION	2,105.35	0.00	QTR	STND	CHEK	20.0	485.44		120710			W/O	
first, m1	123456789	ON STATION	2,200.05EM	3,608.37	M/D	STND	CHEK	31.5	0.00		191130		0	W/D	
first, m1	123456780	ON STATION	4,860.90	2,473.96	M/D	STND	CHEK	78.0	2,357.72		150131	28348	0	W/D	
first, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		090326			B/C	

OHA-Shows the type of Overseas Housing Allowance paid to the soldier, if any.

- '0' = Without Dependents,
- '1' = With Dependents
- Blank = no OHA -- government quarters assigned

Reconcile with BAH Column!



UNIT COMMANDER FINANCIAL REPORT



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Unit commander's Financial Report for the month ending: 28 February 2009. UIC: ####

WE	SSAN	STATUS	NET PAY	ALMTS	BAH	BAS	OPT	LV BAL	BAL	INCEM	ETS	VHA	OHA	COLA	C/M
First, m1	123456789	ON STATION	2,200.05EM	3,608.37	W/O	STND	CHEK	31.5	0.00		101130		0	W/O	ART 15
First, m1	123456789	AMOL	0.00EM	0.00	W/O	STND	CHEK	31.5	3,244.50		141130		1	W/D3	
First, m1	123456789	ON STATION	0,129.40	1,030.29	QTR	OFF	SAVE	50.5	0.00					W/D1	
First, m1	123456789	ON STATION	2,041.28	0.00	QTR	STND	CHEK	26.5	625.00		100131			B/C	
First, m1	123456789	ON STATION	4,809.90	2,473.96	W/O	STND	CHEK	78.0	2,357.72		150131	28348	0	W/O	
First, m1	123456789	ON STATION	3,011.06	4,150.54	W/O	OFF	CHEK	45.0	0.00				1	W/D4	
First, m1	123456789	ON STATION	4,609.26	3,012.12	W/O	OFF	CHEK	39.5	1,650.35				1	W/D1	
First, m1	123456789	ON STATION	5,734.63	610.00	W/O	STND	SAVE	72.5	0.00		131130		1	W/O	
First, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		100726			B/C	
First, m1	123456789	ON STATION	2,105.35	0.00	QTR	STND	CHEK	20.0	485.44		120719			W/O	
First, m1	123456789	ON STATION	2,200.05EM	3,608.37	W/O	STND	CHEK	31.5	0.00		191130		0	W/O	
First, m1	123456789	ON STATION	4,869.90	2,473.96	W/O	STND	CHEK	78.0	2,357.72		150131	28348	0	W/D	
First, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		090526			B/C	

A- Shows the type of Cost of Living Allowance paid to soldier, if any

ossible Rates:

/C (Barracks rate COLA),

//O (Without Dependents or soldiers living in the barracks drawing separate rations),

/D1(COLA at the with one dependent rate), WD2 (with two dependents COLA) and
es up to WD5 (with five dependents COLA) which is the maximum rate.

• **BAH, OHA and COLA columns make sense?**



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Unit commander's Financial Report for the month ending: 28 February 2009. UIC: ****

RE	SSAN	STATUS	NET PAY	ALMTS	BAH	BAS	PAY OPT	LV BAL	BAL DUE US	INCEM PAY	ETS	VHA	OHA	COLA	C/M ART 15
First, m1	123456789	ON STATION	2,200.05EM	3,608.37	M/D	STND	CHEK	31.5	0.00		191130		0	W/O	
First, m1	123456789	AWOL	0.00EM	0.00	M/D	STND	CHEK	31.5	3,244.50		141130		1	W/O	
First, m1	123456789	ON STATION	0,129.40	1,030.29	QTR	OFF	SAVE	30.5	0.00					W/O	
First, m1	123456789	ON STATION	2,041.28	0.00	QTR	STND	CHEK	26.5	625.00		100131			B/C	
First, m1	123456789	ON STATION	4,809.90	2,473.96	M/D	STND	CHEK	78.0	2,357.72		150131	28348	0	W/O	
First, m1	123456789	ON STATION	3,011.06	4,150.54	M/D	OFF	CHEK	45.0	0.00				1	W/O	
First, m1	123456789	ON STATION	4,009.26	3,012.12	M/D	OFF	CHEK	39.5	1,050.35				1	W/O	
First, m1	123456789	ON STATION	5,734.63	610.00	M/D	STND	SAVE	72.5	0.00		131130		1	W/O	
First, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		100726			B/C	
First, m1	123456789	ON STATION	2,105.35	0.00	QTR	STND	CHEK	20.0	485.44		120719			W/O	
First, m1	123456789	ON STATION	2,200.05EM	3,608.37	M/D	STND	CHEK	31.5	0.00		191130		0	W/O	
First, m1	123456789	ON STATION	4,869.90	2,473.96	M/D	STND	CHEK	78.0	2,357.72		150131	28348	0	W/O	
First, m1	123456789	ON STATION	1,134.54	970.32	QTR	STND	CHEK	42.0	0.00		090526			B/C	

ART 15

- This column shows the collections of fines or forfeitures that are deducted for the Soldier's pay.
- Verify your Article 15s were processed if monies collected



Questions

